

DEPARTMENT OF SOCIAL AND HEALTH SERVICES
FUNCTION OVERVIEW, CONTINUED

Juvenile Rehabilitation Administration, continued

JRA has significantly revised its parole programs in the past year. Parole now uses the Functional Family Parole Services research-based model. This model is based on Functional Family Therapy, a well-regarded, research-based model for reducing recidivism with juvenile offenders. Parole counselors work to motivate and engage families to find ways to help them function better as a family. JRA parole counselors use principles of targeted case management to assist youth in receiving services matched to need and risk, and then monitor and support these services during the parole period.

JRA parole has revocation authority to quickly respond to youth who may violate their parole. JRA parole uses graduated interventions to respond to misbehavior, matching consequences to violations, including reconfining youth to an institution, if necessary.

The Division of Community Programs contracts with the county juvenile courts for Consolidated Juvenile Services (CJS). This is a partnership between the state and county juvenile courts that offers pre-commitment services such as diversion, diagnostic, probation supervision, counseling, drug/alcohol assessment and treatment, vocational training, sex offender treatment, and psychiatric and psychological services.

Division of Institution Programs

JRA operates three institutions, one forestry camp, and one basic training camp to provide custody and treatment for juveniles committed to the state's custody. In addition to basic education, vocational, health care, recreational programs, and offense-specific treatment, and recreational programs, the institutions and camps use cognitive/behavioral skill-building techniques to reduce problem behavior and increase the offender's interpersonal effectiveness. The forestry camp offers both female and male offenders the opportunity to learn forestry programs, and firefighting skills. Firefighting crews are often sent out during the summer fire season to assist the Department of Natural Resources and other fire fighting crews in fighting fires.

Division of Operations Support Services

The Division of Operations Support Services provides fiscal oversight and operational support for services to the community and institution programs. Services include Capital Projects, Fiscal Services, Information and Technology Services, Contracts Management, Regulatory Reform, Legislative Coordination, and Constituent Services.

DEPARTMENT OF SOCIAL AND HEALTH SERVICES
FUNCTION OVERVIEW, CONTINUED**Juvenile Rehabilitation Administration, continued**Office of Treatment and Intergovernmental Services

The Office of Treatment and Intergovernmental Services (OTIS) is the JRA central office team responsible for policy and standard development, program management, and contract monitoring of state and federal grants statewide. This includes responsibility for administering the recently implemented Integrated Treatment Model as well as substance abuse, mental health, sex offender treatment programs and the interstate compact for juveniles. In addition, a medical and a clinical director manage the health care and mental health programs for all juveniles committed to JRA.

MEDICAL ASSISTANCE ADMINISTRATION

Medical Assistance Administration (MAA) is the designated medical assistance unit for the Single State Agency. MAA makes necessary health care services available to recipients of income assistance, SSI beneficiaries, and eligible persons with low income who do not qualify for financial assistance. See complete description under ATTACHMENT 1.2-B, Medical Assistance Administration.

OFFICE OF THE SECRETARY

The Office of the Secretary includes responsibility for Loss Prevention and Risk Management, Communications and Strategic Partnerships, Public Disclosure, Constituent Services, and Victim/Witness Notification. In addition, the following report to the Office of the Secretary:

Financial Services

The Chief Financial Officer reports to the Deputy Secretary and coordinates agency-wide budget development and fiscal analysis. Services include the operating budget, caseload and expenditure forecasts, and policy and fiscal analysis.

Financial Services assures strong fiscal management of resources consistent with federal and state regulations. It also promotes sound business practices; develops and oversees accounting and debt management policy for the department; provides centralized cash management; develops and maintains department wide accounting systems; writes and maintains the federal cost allocation plan; and has delegated responsibility for identification, collection and recovery of obligations owed the department.

DEPARTMENT OF SOCIAL AND HEALTH SERVICES
FUNCTION OVERVIEW, CONTINUED**Office of the Secretary, continued**Legislative Relations

Services include the State Legislative and Executive Branch Legislative agendas and development of strategies.

Information System Services Division

ISSD is the Department's primary center for information technology (IT) services. ISSD provides IT services including network support, data security and disaster recovery, portfolio management, project management support, information technology policy, e-government consulting services, applications support, technical training, internet/intranet support services, electronic messaging, telephone and video services, maintenance of DSHS mainframe system databases, production control, computer applications program library maintenance, job scheduling, distribution of printed output to DSHS worksites and clients, and helpdesk support for DSHS system users.

Indian Policy And Support Services

Indian Policy and Support Services (IPSS) is responsible for facilitating communication and advocating for "government-to-government" consultation between DSHS, Tribal Governments, Indian Organizations, and Indian communities. IPSS works directly with other governments and agencies in relation to the Governor's Centennial Accord, DSHS Administrative Policy 7.01, and State/Tribal agreements by implementing government-to-government relationships and enhancing communication between the tribal governments and the state.

IPSS works directly with all 29 Federally recognized tribes in Washington State and is responsible for developing and influencing agency policy as it relates to Native American Tribes and Indian communities. IPSS is responsible for the referral of individual clients to appropriate services within the Department and Regional and Tribal communities, as well as providing training sessions on statute, codes, RCW, WAC, and administrative policies to internal staff and external program partners.

DEPARTMENT OF SOCIAL AND HEALTH SERVICES
FUNCTION OVERVIEW, CONTINUED

Office of the Secretary, continued

Personnel Services Reform

The Personnel Services Reform Office was formed to implement the Personnel Services Reform Act, passed by the state legislature in the 2002 legislative session. The Act expands the scope of collective bargaining between state employees and the state, reforms the civil service system for state employees, and enhances state agencies' ability to competitively contract for services or functions. In addition, the existing statewide personnel/payroll system is being replaced by a new human resource management system. These changes are to be completed by July 2005.

Human Resources Division

The Human Resources Division is responsible for overall management of human resource functions within DSHS. These functions include supporting civil rights-related efforts on behalf of employees and the general public, as well as promoting an environment which values diversity. The division develops and coordinates the department's strategic plan related to compliance with the Civil Rights Act, the Americans with Disabilities Act and the Governor's Executive Order on Diversity. Also, the division maintains the department's plan to provide equal contracting opportunities to women and ethnic minorities.

Additional functions include consultation with agency managers on performance management, reduction-in-force, recruitment and selection, labor relations, position classification, personnel policy and procedure development, staff development, safety and claims management and personnel/payroll section.

Management Services

Administrative Services Division

The Administrative Services Division's direct services to public and vendors include language testing and certification, social service payments, administrative hearings and review, and assistance with department rules and policies. The division provides indirect services, infrastructure support, and oversight through contracts, purchasing, asset management, mail services, transportation, audits, management consultation, technical assistance and training.

DEPARTMENT OF SOCIAL AND HEALTH SERVICES
FUNCTION OVERVIEW, CONTINUED**Office of the Secretary, continued**Division of Fraud Investigations

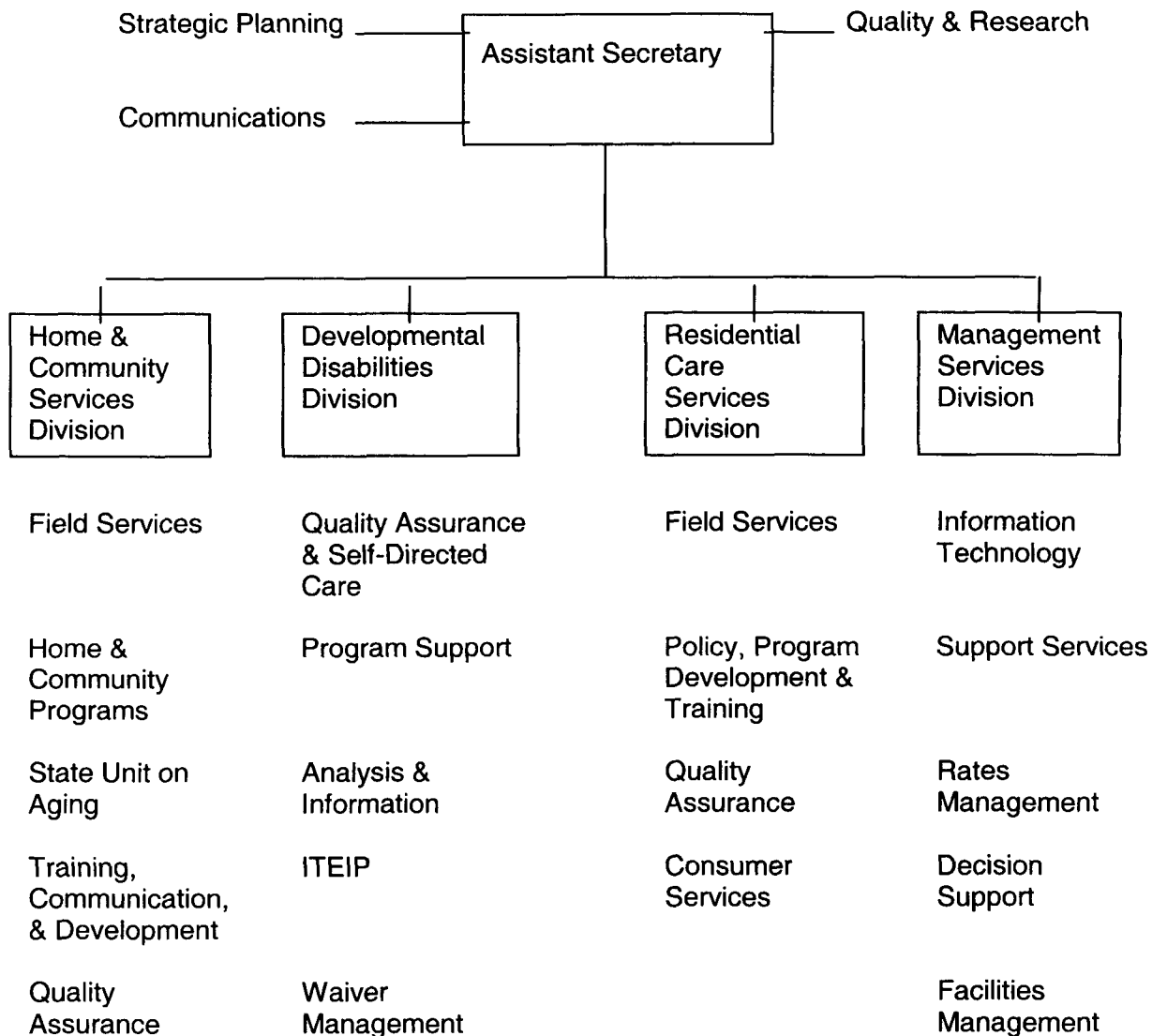
This division promotes program integrity by investigating allegations of fraud by applicants and recipients of public assistance programs and allegations of fraud by vendors of the department.

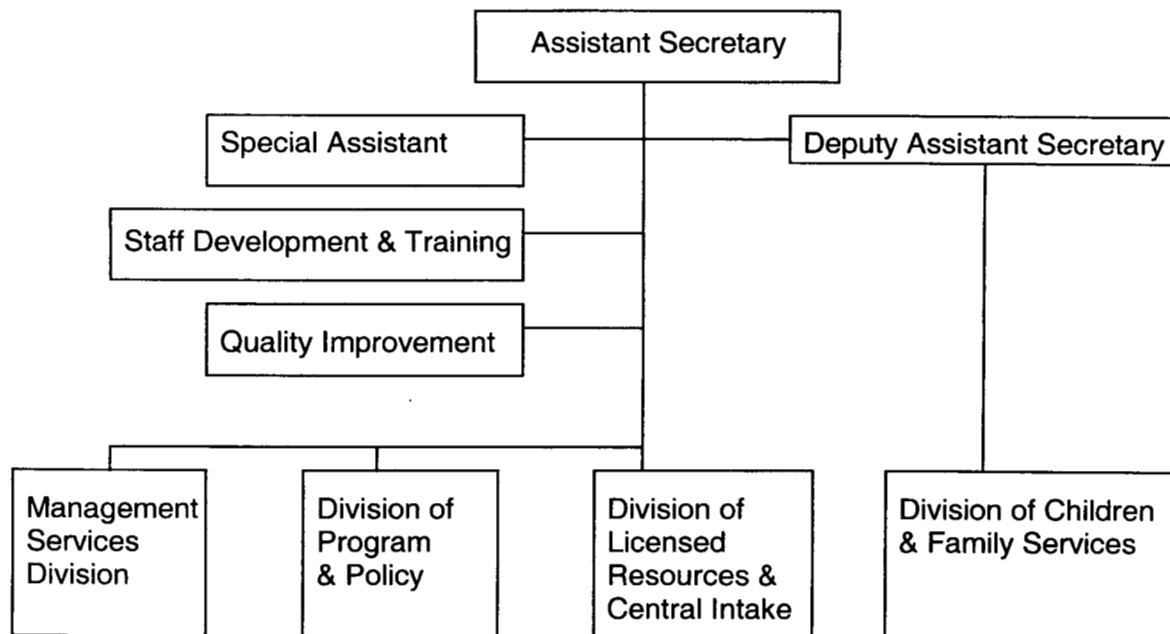
Lands and Buildings Division

The Lands and Buildings Division provides DSHS clients and staff safe and secure facilities in which to live, receive treatment and services, and work. The division centrally manages construction, renovation, and preservation projects at 22 DSHS institutions and group homes. This activity supports the agency's capital budget.

Research and Data Analysis Division

Research and Data Analysis designs and carries out cross-program analyses addressing DSHS clients, services, service costs and outcomes, including cost-offsets. RDA provides information to DSHS executives and managers, the Governor's Office, the legislature and staff, other state agencies, federal agencies, local governments, communities, and the general public. Data, analysis and reports can be accessed through the RDA website at www-1.dshs.wa.gov/rda/

AGING AND DISABILITY SERVICES ADMINISTRATION ORGANIZATION CHART

CHILDREN'S ADMINISTRATION ORGANIZATION CHARTFiscal/
Budget/
ContractsPlacement
& Permanency
ServicesChild Abuse
& NeglectRegion 1
Region 2Federal
FundingHealth
ServicesFoster Care
Licensing

Region 3

Community
& Staff SvcsIndian Child
Welfare

Central Intake

Region 4

Children's
ResearchProtection &
Early InterventionLicensed
Resources

Region 5

Information
ServicesAdolescent
ServicesFoster Care
Improvement

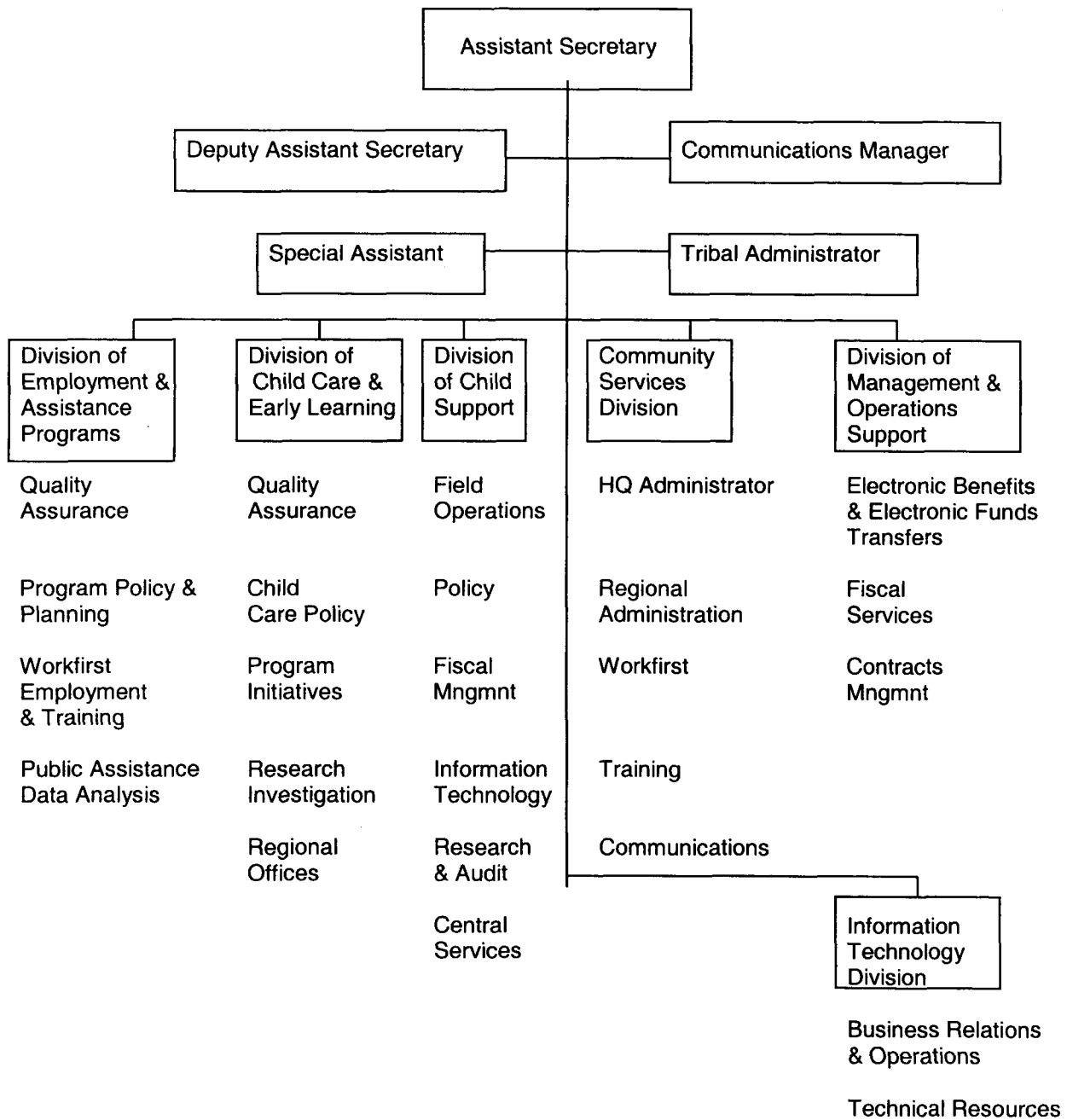
Region 6

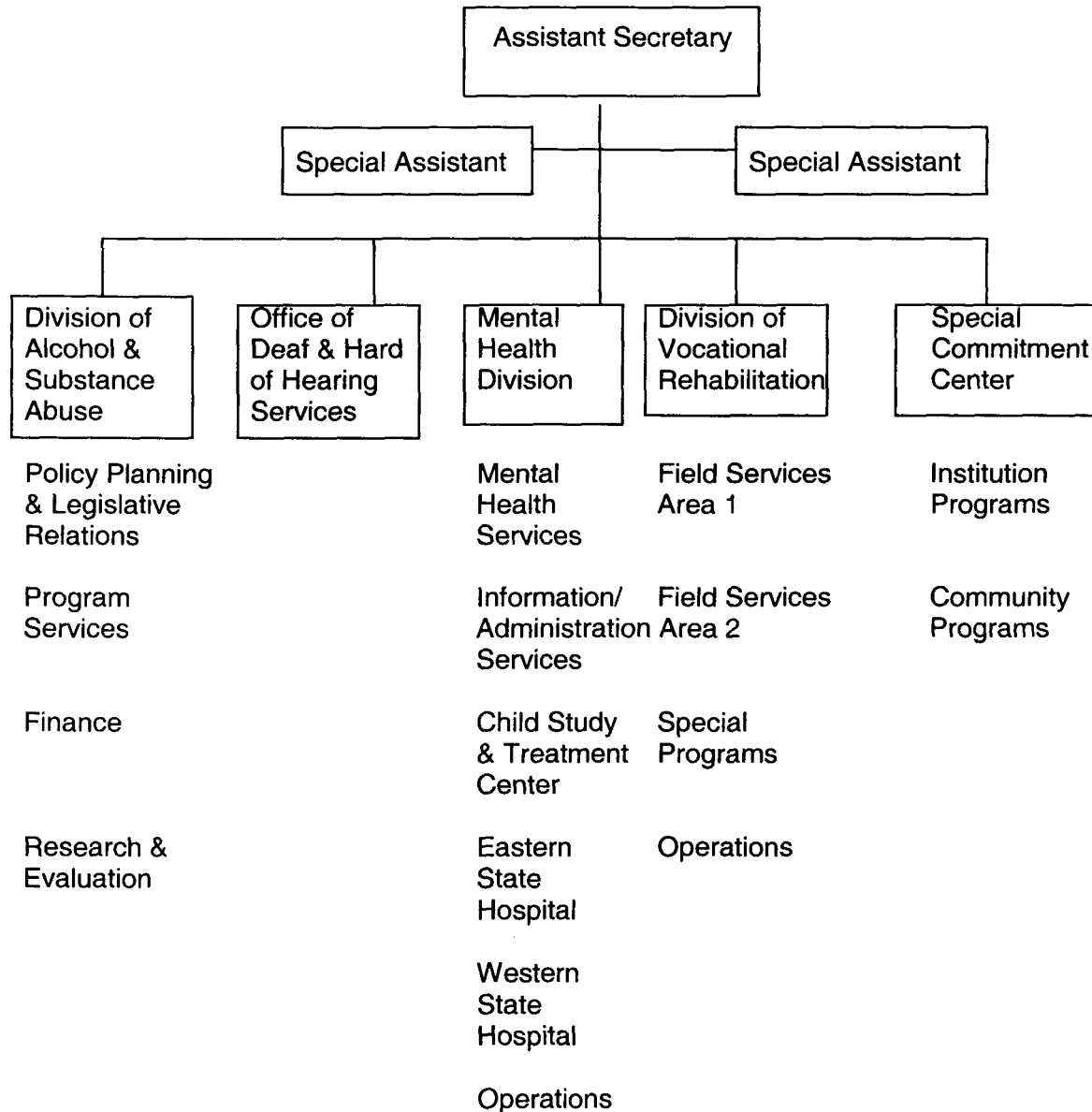
Special Projects

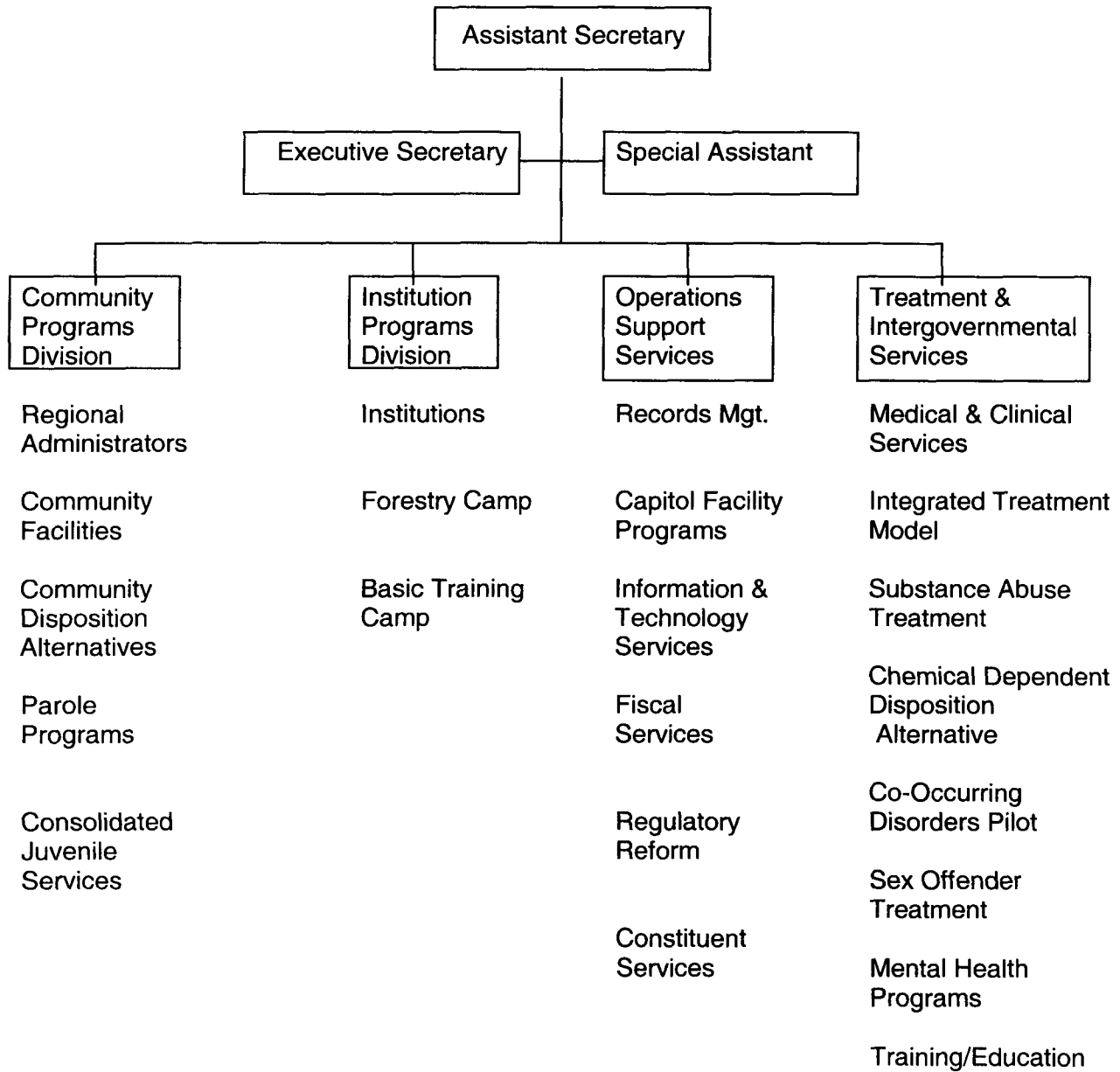
Legislative Liaison

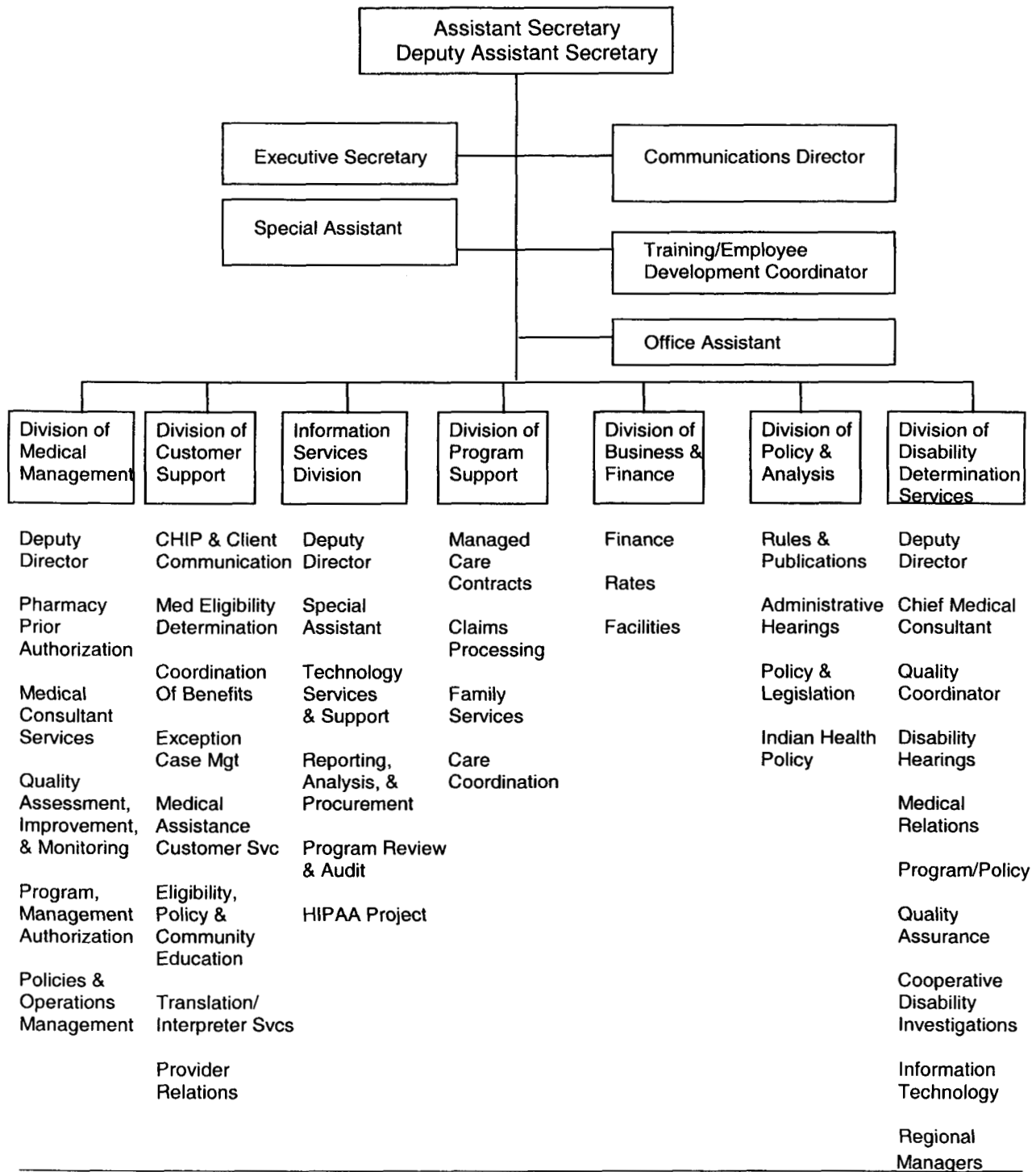
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ECONOMIC SERVICES ADMINISTRATION ORGANIZATION CHART



HEALTH AND REHABILITATIVE SERVICES ADMINISTRATION ORGANIZATION CHART

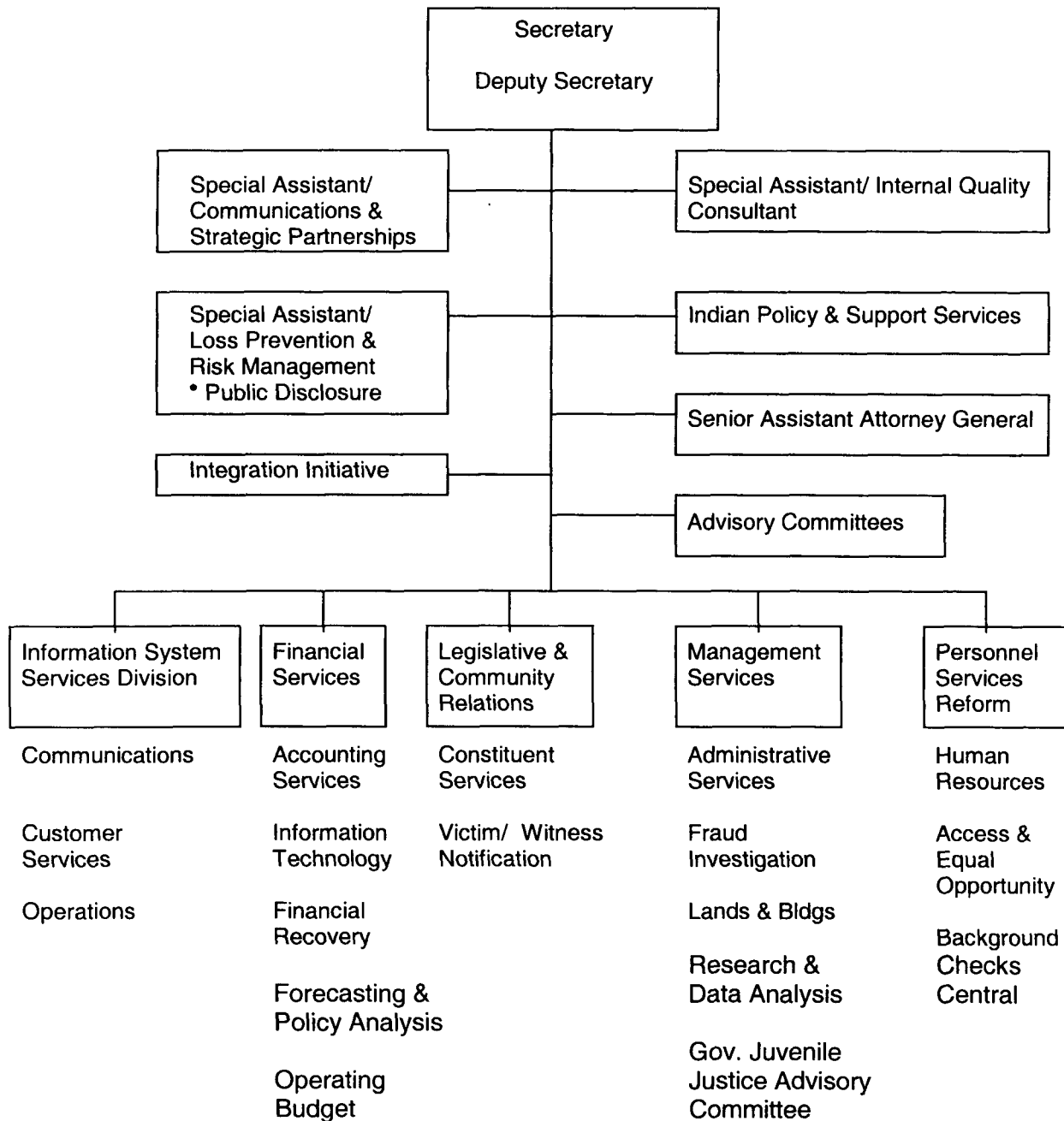
JUVENILE REHABILITATION ADMINISTRATION ORGANIZATION CHART

MEDICAL ASSISTANCE ADMINISTRATION ORGANIZATION CHART

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OFFICE OF THE SECRETARY ORGANIZATION CHART

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